

## Enrollment in single courses – Academic year 2011/2012

Students who want to attend lessons for a limited period are allowed to enroll in single courses, except in programs subject to particular entry conditions (*numero programmato*), up to 60 University credits (*CFU*).

### Who can apply

- candidates holding an Italian University degree or a degree awarded by a foreign University
- E.U. citizens holding a school leaving qualification and not enrolled in a degree program at the University of Florence
- candidates enrolled in a foreign University
- candidates who are charged with a debit on the educational curricular requirements that does not allow them to enroll in a 2<sup>nd</sup> cycle degree

### Application Procedure and deadlines

- non E.U. citizens residing abroad have to apply for **pre-enrollment** to the Italian diplomatic or consular delegation in their country of origin **by 25<sup>th</sup> August 2011** for 1<sup>st</sup> semester courses or **by 30<sup>th</sup> December 2011** for 2<sup>nd</sup> semester courses
- E.U. and E.U. equated citizens enrolled or graduated from a foreign University can apply for the enrollment directly to the Decentralized Student Offices (*Uffici di Polo*)
- candidates holding an Italian University degree can apply for the enrollment directly to the relevant Students Secretary

Period for the actual enrollment: **from 13<sup>th</sup> September 2011 to 30<sup>th</sup> July 2012.**

### Documents to be enclosed

- school leaving qualification (only for E.U. citizens) or foreign degree, translated and provided with the "*dichiarazione di valore in loco*"
- 2 photos
- copy of the passport or identity card
- receipt of the payment of the University fees (except for candidates who obtained a scholarship from the Italian Government or for students selected in the framework of University exchange programs)
- copy of the residence permit (only for non E.U. citizens)

### Italian language test

Non E.U. citizens residing abroad have to pass an Italian language test. More information will be available at the Decentralized Student Office (*Ufficio di Polo*) when the students have applied for the actual enrollment.

### University fees

**€ 190**: fixed amount + **€ 11** for each CFU.

### Exams

The students sit for exams together with the students regularly enrolled in the degree programs of the University of Florence.